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MEMORANDUM

Community Development

To: Mayor Jackola and City Council
From: Kelly Hart, Community Development Director
Subject: A Resolution to adopt modifications to the Building Fees.

Date: May 8, 2024

I. INTRODUCTION

Industry best practices and State law are consistent in that fees should be set according to the estimated reasonable cost of service. These fees should also bear a fair and reasonable relationship to the payer's burdens on, or benefits received from the activities and/or services provided by the city. Additionally, ongoing review and adjustment of fees provides multiple benefits, including:

1. Meeting fee-payer service level expectations by collecting fees to fund the existing level of services provided.
2. Keeping fee revenue to pay for the cost of services in pace with inflation.
3. Providing fee payers, staff, and the Council with a pattern of consistency that provides information for forecasting and decision-making purposes.

The City of Lebanon has not increased its building service fees since 2015. In evaluating neighboring cities and the County, the proposed fees are largely in line with Linn County's fee structure and will be similar to the City of Sweet Home's fee structure as they utilize the same building inspection contract service provider.

II. CURRENT REPORT

The proposed fees were recommended by NW Code Professionals who researched similar fees from comparable cities and considered actual costs of services to ensure fees covered staff time and materials. The proposed fees are intended to comply with applicable federal, state, and local laws. As part of the fee proposal, an annual technology and construction cost index adjustment is authorized to ensure the fees are increased each year to avoid the extended time period between fee adjustments.

III. RECOMMENDATION

Approve Resolution No. 2024-11 amending fees and charges for administration and enforcement of the building code program.